

*Robert J. Bockus*

2015 AUG 25 P 1:41

TO: Budget Review Committee Members  
Marcia A. Leclerc, Mayor  
Michael P. Walsh, Director of Finance  
Timothy A. Bockus, Director of Public Works  
Susan M. Hansen, Director of Libraries

TOWN CLERK  
EAST HARTFORD

FROM: Mary G. Martin, Raymond Library Expansion Project Administrator *MM*

SUBJ: Minutes of the 8/25/15 Meeting of the Raymond Library Expansion Project Budget Review Committee

DATE: August 25, 2015

The meeting was called to order by Mayor Leclerc at 11:10 a.m. on August 25, 2015 in the Office of the Mayor.

Present: Mayor Leclerc, Mr. Walsh, Mr. Bockus, Ms. Hansen, and Ms. Martin

Ms. Martin presented requests for Change Orders #91 and #92 to the W. J. Mountford Co. construction contract. These requests were already reviewed and approved by project architect Bruce Tuthill and Owner's Representative Scott Boos.

- Change Order #91 increases the contract amount by \$10,465. The change order covers the cost of removing the existing vinyl stair treads and risers on four Atrium stairways (a total of 55 treads), preparing concrete treads and metal risers for a new finish, and furnishing and installing new rubber treads and risers to match other new treads and risers in the building.

Motion was made by Mr. Bockus; seconded by Mr. Walsh, to approve Change Order #91. Vote was unanimous.

- Change Order #92 increases the contract amount by \$13,368. It is made up of nine separate work items:

Item (1) for \$5,802 covers the cost of additional Bond coverage required on this project due to the increase in the total of the contract amount.

Item (2) for \$657 supports the cost of adding 5 more interior signs to the signage package.

Item (3) for \$3,900 is for miscellaneous electrical work on a time and material basis. Some of the work includes adding a floor mounted light for the J57 engine

display, adding a disconnect for the hot water heater, adding telephone conduit to the Data Room, adding 4 recess fixtures in the bathrooms, and re-feeding electrical line that was disrupted due to repairs to the irrigation system.

Item (4) for \$399 covered replacement of a faucet in the Children's Arts and Crafts Room so the sprayer could be eliminated.

Item (5) for \$968 was the replacement of three 10 foot lengths of expansion joint covers that were scratched by various vendors making deliveries of furniture and equipment.

Item (6) for \$711 pays for the cost of painting two interior grilles and miscellaneous touch up of paint after items were moved into the building.

Item (7) for \$171 covered the cost of changing the function of the door lock leading to roof access as requested by the Owner.

Item (8) for \$390 supports the removal and patching of roof materials where screws penetrated the membrane.

Item (9) for \$370 was the cost of removing and replacing vinyl tiles in the Children's area of the Library that were scratched during the move into the building.

Motion was made by Mr. Walsh; seconded by Mr. Bockus, to approve Change Order #92. Vote was unanimous.

The net grand total of these change orders is \$23,833. The grand total of all increases by change orders is \$814,311. The revised total amount of the contract will be \$7,219,311.

Ms. Martin noted that the project remains within budget.

A copy of these Change Orders, including back-up documentation, is attached to these minutes and will be kept on file in the Office of the Mayor, with the Town Clerk, and in the Project Administrator's office.

Meeting was adjourned at 11:35 a.m.

Cc: Bruce Tuthill, Tuthill and Wells Architects LLC  
Scott Boos, Owner's Representative  
Leo Desautels, W.J. Mountford Co.